

11-1A

Sampling: Generating a Range of Samples

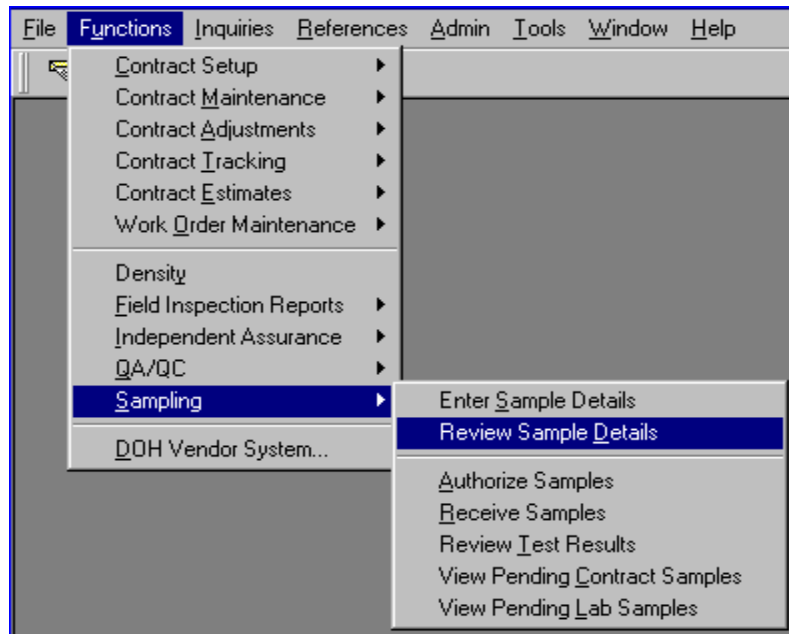
Objective

Generating a range of samples

Generating a Range of Samples

Step 1: Log onto HiCAMS using the instructions in *HiCAMS: Getting Started*.


Step 2: From the **Functions** menu select **Sampling**. From the Sampling submenu select **Review Sample Details**.




Step 3: You have two options:


- ♦ **Create a sample** (See the HiCAMS document *Adding, Submitting, and Voiding a Sample*).
- ♦ **Find an existing sample** (See the HiCAMS document *Finding a Sample*.)

Step 4:  Click the enabled **Auto Generate** button on the **Review Sample Details** window (below):

Note:  For definitions of the fields in this window, click the **What's This** Help button on the toolbar; then click the field for which you wish to view a definition.

The **Auto Generate** window displays:

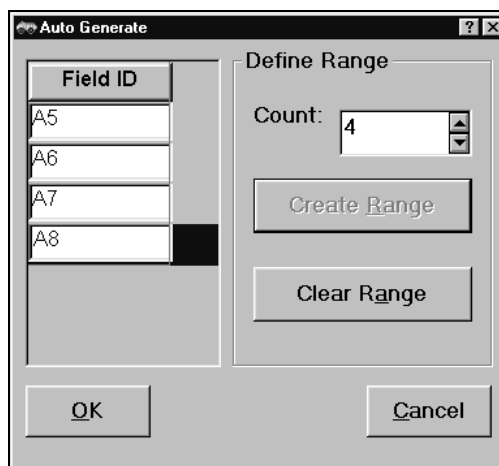
 For definitions of the fields in this window, click the **Question Mark** button in the upper right corner of the window; then click the field for which you wish to view a definition.


Step 5:  To define your range, use the **scroll** buttons at the right of the **Count** field to select the **number of samples** you wish to create.

Note: A Field ID appears in the **Field ID** box if it was entered on the **Review Sample Details** window. If the Field ID box is blank, you must enter a Field ID. The Field ID must end with a numeric value.

Step 6: Click the **Create Range** button.

The **Field ID** displays the specified range of Field IDs.

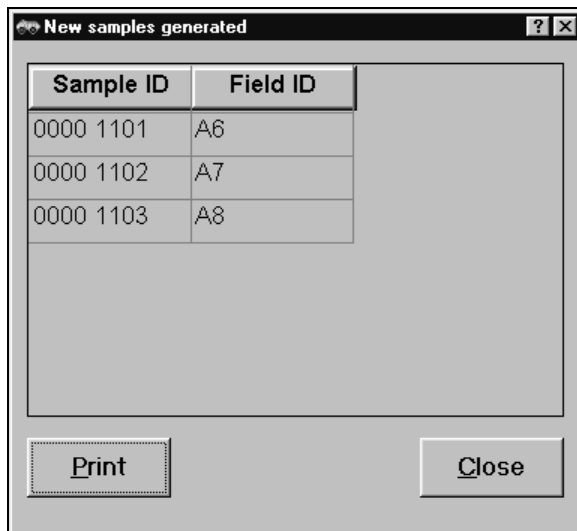



Note:  For definitions of the fields in this window, click the **Question Mark** button in the upper right corner of the window; then click the to view a definition.

To clear this range, click the enabled **Clear Range** button.

Step 7: To accept this range, click **OK**.

The **New Samples Generated** window displays. It lists your new **Sample Ids** and **Field IDs**.



Note:  For definitions of the fields in this window, click the **Question Mark** button in the upper right corner of the window; then click the field for which you wish to view a definition.

Column rows default to ascending order (A-Z). Each time you click a column heading, its associated entries toggle between ascending (A-Z) and descending (Z-A) order.

Step 8: Click **Print** to display a **report** containing the new **Sample IDs** and **Field IDs**.

Step 9:  To print the displayed **report**, click the **print** button on the toolbar, or select **Print** from the **File** menu.